

CITY OF CRETE, NEBRASKA
CITY COUNCIL REGULAR MEETING
December 15, 2021

Notice of the meeting was given by posting and publishing in The Crete News, the appointed method for giving notice as shown by the Proof of Publication attached to the minutes. Advance notice of the meeting was also given to the Mayor and City Council. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open Meetings Act, Laws of the State of Nebraska in the back of the Council Chambers. Additional copies are available to read. The City may consider items listed on the agenda in random order. All proceedings shown were taken while the meeting was open to the attendance of the public.

Those in attendance pledged allegiance to the flag.

1. Open Meeting

2. Roll Call

Anthony Absent
Fitzgerald:
Kirk Keller: Present
Howard Nitzel: Present
Zoraida Ramos: Present
Blaine Spanjer: Present
Present: 4, Absent: 1.

3. Petitions - Communications - Citizen Concerns

4. Items of Business

4.A. Review and discuss requirements for 3rd party hangars to be built on City property.

Different ideas on 3rd party hangar requirements were discussed. Chairperson Blaine Spanjer recommended updating the committees and then having the Lease Committee draw up a draft of the rates and requirements to review for next month's meeting.

4.B. Review and discuss Capital Improvements Plans.

Doing the parallel taxiway as the project for the 3 year plan and building a hangar for the 6 year plan were discussed. Committee member Howard Nitzel will work with Chris Corr of Olsson to get the plans updated for approval at the next meeting.

4.C. Review and update committees.

Authority member Howard Nitzel put a few committees together that need two people for each one. The AIP (Airport Improvement Plans) Committee will be Anthony Fitzgerald and Greg Hier. The Lease Committee will be Kirk Keller and Howard Nitzel. The Facility Committee will be Howard Nitzel and Greg Hier. Chairperson Spanjer will review and give input on committee agendas.

5. Officers' Reports

5.A. Airport Manager Report

Shaun reported changes to hangar occupants. He also reported that the new fueling system is operational and the snow equipment is ready.

Representatives from Emrich Spraying Services were on hand to discuss the possibilities of building a corporate hangar on the Crete Municipal Airport. They have looked at other locations, but are interested in the future improvements planned at the Crete Airport and are very satisfied with the work they have had the FBO do for them. They would base their spraying services from the facility, hoping to be able to

utilize more days during the season with a concrete runway. A draft copy of some requirements for building on city property was provided. More information should be available at the next meeting.

5.B. Authority Chair and Member Reports

Authority member Howard Nitzel mentioned the fascia and shingles on the helicopter hangar needing repaired. An update was given on hangar vacancies, payments being current, and missing updated insurance from a few tenants.

6. Consent Agenda

Approve consent agenda as presented. Carried with a motion by Howard Nitzel and a second by Zoraida Ramos.

Kirk Keller: Aye, Howard Nitzel: Aye, Zoraida Ramos: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

6.A. Approve Meeting Minutes

6.B. Accept the City Treasurer's Report

6.C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment

Mayor

(SEAL)

City Clerk-Treasurer

I, Jerry Wilcox, City Clerk for the City of Crete, hereby certify that the foregoing is a true and correct copy of the proceedings had and done by the Mayor and Council. I hereby certify that a copy of the Open Meetings Act was posted in the back of the Council Chambers. I certify that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and available for public inspection at the office of the City Clerk. I certify that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting and that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public. I certify that the minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of the City Council. I certify that all news media requesting notification concerning meetings of the City Council were provided with advance notification of the time and place of said meeting and the subjects to be discussed.

City Clerk-Treasurer

(S E A L)

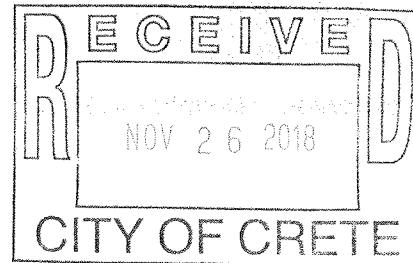
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DEPARTMENT OF TRANSPORTATION

November 20, 2018

Re: FY 2020-2022 Federal AIP Grants
NDOT Capital Improvement Program



Dear Airport Sponsor:

Your airport is eligible for funding under the federal Airport Improvement Program. The FAA deadline for submitting 2020 grant requests is February 15, 2019. Therefore, at this time, NDOT is updating the statewide Capital Improvement Plan and needs your input. Please review the enclosed documents listed below and complete any action required.

Capital Improvement Plan

Enclosed is the latest *Capital Improvement Plan* for your airport. **Review improvement needs (or wants) at your airport and ensure that they are on the plan.** Any changes to the plan should be noted. Please review, edit, and return the forms.

Although federal and state funds are shown for certain items, these are based on estimates – actual funds are uncertain. See the attachment for requirements that must be met before your airport will be considered for federal AIP funds.

Your airport receives federal entitlement to fund eligible projects. The enclosed list titled *Potential Federal Funds Available* provides anticipated available entitlement funds. Note that the 2016 entitlement expires in the current fiscal year. If you have any remaining 2016 entitlement, we encourage you to either use the funds at your airport before they expire or transfer them to another Nebraska airport.

Airport Officials

Please update, sign, and date the enclosed form and return to this office.

Kyle Schneweis, P.E., Director

Department of Transportation

1500 Highway 2
PO Box 94759
Lincoln, NE 68509-4759

OFFICE 402-471-4567
FAX 402-479-4325
NDOT.ContactUs@nebraska.gov

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dot.nebraska.gov

Aeronautics Division
3431 Aviation Road, Ste. 150
PO Box 82088
Lincoln, NE 68501
OFFICE 402-471-2371
FAX 402-471-2906

Navigational Aids Office
Kearney Municipal Airport
5065 Airport Road
Kearney, NE 68847
OFFICE 308-865-5696
FAX 308-865-5697

ACIP Data Sheets

To be considered for 2020 funding, you need to have an ACIP data sheet on file for each major work item. **If your airport needs to submit a data sheet for a planned project, it is noted on the Capital Improvement Plan.** Data sheets can be prepared by you, your consultant, or NDA. A sample CIP data sheet and instructions are enclosed.

We should receive all new CIP data sheets no later than January 25, 2019 in order to present the requests to the Nebraska Aeronautics Commission and subsequently to the FAA before the February deadline. Nebraska law requires that your requests for funding (data sheets) be approved by the Commission prior to submittal to the FAA.

Approved data sheets do not need to be resubmitted.


Action Items

Please review the enclosed information and return the following items to me by January 25, 2019:

- Capital Improvement Plan – mark changes
- Airport Officials List – mark changes or write in “OK” and sign
- ACIP Data Sheets, **if needed** – new and/or revised

If you would like to discuss future airport projects and development, please call me at (402) 471-2371.

Sincerely,



Anna Lannin, P.E.
Planning & Programming
Division of Aeronautics
Nebraska DOT

Enclosure

REQUIREMENTS THAT MUST BE MET BEFORE YOUR AIRPORT WILL BE CONSIDERED FOR AIRPORT IMPROVEMENT PROGRAM (AIP) FUNDING

1. The proposed work must be shown on a current Airport Layout Plan (ALP) that has been approved by the FAA.
2. The project must be reasonable, justified, necessary, and eligible for federal participation.
3. Each major work item must be on a separate, signed and dated ACIP data sheet and include adequate justification and detailed cost estimate.
4. FAA must have made an environmental determination on the proposed project.
5. Land - In order to be considered for funding for land reimbursement, the land must be acquired or a purchase agreement must be negotiated.
6. The sponsor must have available the necessary matching share (10 percent). The FAA considers the first two years of the CIP as work the sponsor is committed to accomplishing should funding become available. To assure that the limited AIP funds are used during the fiscal year obligated, the FAA has adopted the policy that grants must be based upon bids and the grant application based on bid must be submitted by May 1 of the year programmed.
7. You must agree to abide by the grant assurances required for airport funding. The electronic format of the grant assurances is available at:
http://www.faa.gov/airports/aip/grant_assurances/media/airport_sponsor_assurances.pdf
8. For airports with an AIP project approved after January 1, 1995, for pavement replacement or new pavement, the sponsor is required to implement a pavement maintenance program to ensure the pavement is properly maintained at the airport. Failure to have such a plan could impact future consideration for AIP funds. The plans are typically completed by NDA (Dave Lehnert, dave.lehnert@nebraska.gov). Questions for the FAA can be directed to:

Dan Wilson, P.E.
FAA Airports Division, ACE-621F
901 Locust, Room 364
Kansas City, MO 64106-2325

9. Before eligibility for funding revenue-producing facilities (i.e. fueling facilities and hangars) can be approved, a sponsor must submit, to the FAA, justification for the project and a statement that airside development needs are met or a financial plan that shows how airside needs over the next 3 years will be met. Note that the Central Region policy states that if the airport sponsor is planning to fund a project in the next three years using state apportionment or discretionary funds, any revenue-producing facilities are ineligible.

Capital Improvement Program

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Year	Description	Total Cost	Federal	State	Local
Phase I					
2021	Install Jet A and Avgas fuel system	\$738,000	\$600,000	\$0	\$138,000
2023	Replace Hangar Ramps & Drainage Improvements	\$1,100,000	\$990,000	\$0	\$110,000
Phase I Subtotal		\$1,838,000	\$1,590,000	\$0	\$248,000
Phase II					
2024	Rehabilitate access road and parking lot	\$385,000	\$346,500	\$0	\$38,500
2026	ALP update	\$140,000	\$126,000	\$0	\$14,000
2027	Rehab. 17/35 (r1-1,3)	\$650,615	\$585,553	\$0	\$65,062
Phase II Subtotal		\$1,175,615	\$1,058,053	\$0	\$117,562
Phase III					
2029	Pave runway 13/31	\$861,120	\$775,008	\$0	\$86,112
2030	AWOS III (if justified)	\$110,000	\$99,000	\$0	\$11,000
2032	Crack & joint seal w/ select panel replacment	\$250,000	\$225,000	\$0	\$25,000
2036	Rehabilitate/Replace Hangar A	\$850,000	\$600,000	\$0	\$250,000
Phase III Subtotal		\$2,071,120	\$1,699,008	\$0	\$372,112
Total Development Costs		\$5,084,735	\$4,347,061	\$0	\$737,674
Not Funded					
2032	T-hangar taxilanes	\$30,000			
2032	Shop hangar (100'x100')	\$270,000			
2032	9-place t-hangar	\$315,000			
Not Funded Subtotal					

Potential Federal Funds Available Non-Primary Entitlement

Airport: **Crete Municipal Airport**
Crete, Nebraska

Federal Fiscal Year	Entitlement Funds
2016	\$0
2017	\$0
2018	\$150,000
2019	\$150,000

Potential Funds Available in 2019: **\$300,000**

Note:

- All entitlement funds are subject to appropriation by Congress.
- Any remaining FY 2016 funds will expire the end of the fiscal year

**Nebraska Department of Aeronautics
Airport Officials List**

Printed 11/14/2018

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Airport Sponsor

CRETE ARPT AUTH

Official Contact Person:

Blaine Spanjer, Chairman
PO BOX 86
CRETE, NE 68333-0086

Phone: 402-826-5188
Fax: 402-826-2579
E-mail: blainspanjer@windstream.net

Airport Authority Members:

Daytime Phone:

Attorney	Wendy Elston	402-643-2795
Member	Bob Gunther	507-360-9223
Member	Zoraida Ramos	402-826-4312
Vice Chair	Howard Nitzel	402-432-2368
Recording Secretary	City Clerk	402-826-4313
Secretary	Dan Papik	402-641-8229
Chairman	Blaine Spanjer	402-826-5188

Meeting Date and Time: 2nd Thursday, 8:15 a.m.

Airport's Attorney: Wendy Elston 402-643-2795

Airport Manager: PAT DENNISON
Phone: 402-826-4402
Fax: 402-826-2579
E-mail: creteaviation@gmail.com

Please make corrections, sign and return this form to:

Nebraska Department of Aeronautics
P.O. Box 82088
Lincoln, NE 68501-2088

Completed by:

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Signature

Date

FEDERAL AVIATION ADMINISTRATION

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION – CENTRAL REGION

CIP DATA SHEET INSTRUCTIONS

1. The AIP project types are those in FAA Order 5100.38, AIP Handbook, Appendices D through T, which identifies factors to consider for justification, eligibility, and the required usable unit of work/outcome.
2. Select the desired FFY that you desire the project. (*Example: FY19 is October 1st, 2018, to September 30th, 2019*).
3. Provide the estimate of total cost (engineering, administrative, legal, appraisal costs, etc.) and breakout of federal, state, and local shares. Attach a detailed cost estimate showing unit costs; aggregate in square yards (S.Y.), concrete paving in square yards (S.Y.) and asphaltic paving in tons. Separate the costs for land acquired in fee and land acquired in easement. NOTE: Cost estimates cannot include an amount for contingencies.
4. Provide a detailed scope of the project and justification. Attach a sketch that clearly identifies the scope of the project. This information is required to determine if the project has been properly planned and is ready for funding assistance. Failure to provide and/or verify this information in this section will result in follow-up correspondence and revisions to the Data Sheet.
 - Justification - Describe the need, objectives, method of accomplishment, and the benefit expected to be obtained from the assistance. For some projects, the FAA must determine if a project is justified based on the applicable critical aircraft for the project. Reference paragraph 3-12 in FAA Order 5100.38, AIP Handbook, and Advisory Circular (AC) 150/5000-17, Critical Aircraft and Regular Use Determination.
 - Is the proposed development project on your approved Airport Layout Plan (ALP)? Proposed projects, with the exception of planning and equipment acquisition, are to be shown on the approved Airport Layout Plan (ALP).
 - All AIP funded projects must have a NEPA (environmental) determination from the FAA before a project can commence. If you have received a determination, please identify. If not, please continue working with your State Airport Planner and our Environmental Specialist.
 - Proposed pavements projects:
 - Identify most recent PCI score and date. If more than one type of pavement segment (runway, taxiway, apron) is part of the project, identify the PCI score and date of each pavement segment.
 - Include existing and proposed dimensioning (length, width, square footage, square yards, etc.).
 - Apron expansion/reconstruction - Include calculations based on Appendix 5 of AC 150/5300-13, Airport Design, showing justification for the size of apron needed. Central Region has prepared an apron sizing worksheet to assist with sizing aprons. Please request this worksheet from your State Airport Planner to complete and attach to your Data Sheet.
 - Verification of clear approach and departure surfaces in accordance with AC 150/5300-13, Airport Design, and FAA Order 8260.3, The United States Standard for Terminal Instruments Procedures (TERPS). If these surfaces are not clear, you will need to coordinate with your State Airport Planner to begin the planning process to mitigate obstacles. The sponsor must demonstrate that a plan has been developed before a grant can be issued.
 - Will the proposed project impact a FAA owned facility/equipment? If so, please identify the equipment. A FAA reimbursable agreement with the Air Traffic Organization (ATO), Central Service Area, NAS Planning and Integration Office will be required as part of the proposed project.
 - Proposed snow removal equipment (SRE) acquisition – Include an inventory of the airport’s existing airport SRE and sizing calculations based on AC 150/5200-30, Airport Winter Safety and Operations, and AC 150/5220-20, Airport Snow and Ice Control Equipment. Central Region has prepared a SRE inventory and sizing worksheet to assist with these calculations. Please request this worksheet from your State Airport Planner to complete and attach to the Data Sheet.
 - Verify that the useful life of a facility, equipment, or pavement being rehabilitated, reconstructed, or replaced has been met (or prior to) grant issuance. Reference paragraph 3-13 and Table 3-8 in FAA Order 5100.38, AIP Handbook.
 - If the proposed project will involve the disposal of AIP funded equipment, reference the criteria for that effort in Table 5-39 of FAA Order 5100.38, AIP Handbook.
 - Revenue producing projects (fuel systems, hangars) - At minimum, provide the date of the submitted statement/letter that demonstrates all airside needs have been met, that runway approach/departure surfaces are clear of obstructions, and that any airside need within the next three years will be accommodated through local or nonprimary entitlement funds.
 - The sponsor must own all land upon which AIP funds will be expended for development. If the sponsor does not control the land (i.e. fee simple or easement) the project cannot commence. Verify that your required Exhibit ‘A’ Property Map reflects current conditions.

FEDERAL AVIATION ADMINISTRATION

CIP DATA SHEET

CAPITAL IMPROVEMENT PROGRAM (CIP)

AIRPORTS DIVISION - CENTRAL REGION

SEE INSTRUCTIONS TO COMPLETE THIS INFORMATION			
Airport Name, LOCID, City, State:	Click here to enter text.		
AIP Project Type:	Click here to enter text		
Local Priority:	Select Local Priority	Federal Share:	\$ Click here to enter text.
FFY Requested:	Click here to enter text	State Share:	\$Click here to enter text.
Provide Detailed Project Scope and Justification Below. You must attach a sketch/drawing that clearly identifies the scope of the project.		Local Share:	\$Click here to enter text.
		Total Project Cost:	\$ Click here to enter text.

Click here to enter text.

SPONSOR SIGNATURE BLOCK			
Signature:		Date:	Click here to enter a date.
Printed Name:	Click here to enter text.	Title:	Click here to enter text.
Phone Number:	Click here to enter text.	Email:	Click here to enter text.

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DEPARTMENT OF TRANSPORTATION

November 23, 2021

Re: FY 2023-2025 Federal AIP Grants
NDOT Capital Improvement Program

Dear Airport Sponsor:

It is time for the annual update of the Capital Improvement Program. Your airport is a part of the National Plan for Integrated Airport System (NPIAS) and therefore is eligible for funding through the federal Airport Improvement Program. The FAA is working to put together their grant programs for Federal Fiscal Years 2023-2025. To be considered for funding in FY2023 (and beyond), please review the following:

Capital Improvement Plan

Enclosed is the latest *Capital Improvement Plan* for your airport. **Review improvement needs (or wants) at your airport and ensure that they are on the plan.** Please focus on the Phase I developments.

Note that AIP is funded by annual appropriation legislation, so the enclosed list is for planning purposes only and is neither a guarantee nor commitment of federal funds. Projects requiring funds in excess of available entitlement are often delayed or split into multiple projects.

Federal Entitlement Funds

Your airport receives federal entitlement to fund eligible projects. The enclosed list titled *Potential Federal Funds Available* provides anticipated available entitlement funds. Entitlement is available the year it is allocated and the following three years before it expires.

ACIP Data Sheets

ACIP Data sheets are needed for each project requesting federal funding and can be prepared by you, your consultant, or NDOT. A sample CIP data sheet and instructions are found at:

https://www.faa.gov/airports/central/airports_resources/media/cip-data-sheet.pdf

To be considered for 2023 federal funding, you need to have an ACIP data sheet for the proposed project approved by the Nebraska Aeronautics Commission and on file with the FAA prior to February 15, 2022. If your airport needs to submit a data sheet for a 2023 planned project, it is noted on the Capital Improvement Plan.

John R. Selmer, P.E., Director
Department of Transportation

MAILING ADDRESS

PO Box 94759
Lincoln, NE 68509-4759

PHYSICAL ADDRESS

1500 Highway 2
Lincoln, NE 68502

PHONE 402-471-4567

EMAIL NDOT.ContactUs@nebraska.gov

Aeronautics Division

3431 Aviation Road, Ste. 150
Lincoln, NE 68524-1800
OFFICE 402-471-2371
FAX 402-471-2906

Navigational Aids Office

Kearney Municipal Airport
5065 Airport Road
Kearney, NE 68847
OFFICE 308-865-5696
FAX 308-865-5697



Data sheets can also be submitted for projects scheduled in later years. If you have a large project planned in the next 3 years, a data sheet will help with allocating grant funds.

The Bipartisan Infrastructure Law was signed last week. While we do not know the details, it has been reported that Nebraska airports may receive approximately \$111M for infrastructure development over 5 years. If there is a project at your airport that you could like considered for funding under this bill, we recommend submitting an ACIP Data Sheet.

All new ACIP data sheets should be submitted to Aeronautics no later than January 28, 2022 to be on the agenda for the February meeting of the Nebraska Aeronautics Commission and submitted to FAA prior to the FAA deadline. Nebraska law requires that your requests for funding (data sheets) be approved by the Commission prior to submittal to the FAA.

Note that previously submitted/approved data sheets do not need to be resubmitted.

Airport Officials

Please update, sign, and date the enclosed form.

Nebraska Aviation Symposium

Enclosed are brochures for the event scheduled to start on January 26, 2022 in Kearney.

Action Items

Please review the enclosed information and return the following items to Aeronautics by January 28, 2022:

- Capital Improvement Plan – mark requested changes
- ACIP Data Sheets, **if needed** – new and/or revised
- Airport Officials List – mark changes or write in “OK” and sign

Documents can be submitted either by email (anna.lannin@nebraska.gov) or standard mail. If mailing, the address is on the right side at the bottom of our letterhead.

A complete and accurate Capital Improvement Plan is an important tool to maintain/grow your airport. If you are interested in meeting with us to discuss your plan, please contact us. I can be reached at either anna.lannin@nebraska.gov or (402) 472-7931.

Sincerely,



Anna Lannin, P.E.
Engineering Division
Division of Aeronautics
Nebraska DOT

Enclosure

REQUIREMENTS THAT MUST BE MET BEFORE YOUR AIRPORT WILL BE CONSIDERED FOR AIRPORT IMPROVEMENT PROGRAM (AIP) FUNDING

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2. The project must be reasonable, justified, necessary, and eligible for federal participation.
3. Each major work item must be on a separate, signed and dated ACIP data sheet and include adequate justification and detailed cost estimate.
4. FAA must have made an environmental determination on the proposed project.
5. Land - In order to be considered for funding for land reimbursement, the land must be acquired, or a purchase agreement must be negotiated.
6. The sponsor must have available the necessary matching share (10 percent). The FAA considers the first two years of the CIP as work the sponsor is committed to accomplishing should funding become available. To assure that the limited AIP funds are used during the fiscal year obligated, the FAA has adopted the policy that grants must be based upon bids and the grant application based on bid must be submitted by May 1 of the year programmed.
7. You must agree to abide by the grant assurances required for airport funding. The electronic format of the grant assurances is available at:
http://www.faa.gov/airports/aip/grant_assurances/media/airport_sponsor_assurances.pdf
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Dan Wilson, P.E.
FAA Airports Division, ACE-621F
901 Locust, Room 364
Kansas City, MO 64106-2325

9. Before eligibility for funding revenue-producing facilities (i.e. fueling facilities and hangars) can be approved, a sponsor must submit, to the FAA, justification for the project and a statement that airside development needs are met or a financial plan that shows how airside needs over the next 3 years will be met. Note that the Central Region policy states that if the airport sponsor is planning to fund a project in the next three years using state apportionment or discretionary funds, any revenue-producing facilities are ineligible.

Capital Improvement Program

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Year	Description	Total Cost	Federal	State	Local
Phase I					
2024	Crack & joint seal w/ select panel replacment	\$450,000	\$405,000	\$0	\$45,000
2025	Rehabilitate access road and parking lot	\$385,000	\$346,500	\$0	\$38,500
2026	Replace Hangar Ramps & Drainage Improvements	\$1,100,000	\$990,000	\$0	\$110,000
2026	ALP update	\$140,000	\$126,000	\$0	\$14,000
Phase I Subtotal		\$2,075,000	\$1,867,500	\$0	\$207,500
Phase II					
2027	Rehab. 17/35 (r1-1,3)	\$650,615	\$585,553	\$0	\$65,062
2029	Pave runway 13/31	\$861,120	\$775,008	\$0	\$86,112
Phase II Subtotal		\$1,511,735	\$1,360,561	\$0	\$151,174
Phase III					
2032	AWOS III (if justified)	\$110,000	\$99,000	\$0	\$11,000
2036	Rehabilitate/Replace Hangar A	\$850,000	\$600,000	\$0	\$250,000
Phase III Subtotal		\$960,000	\$699,000	\$0	\$261,000
Total Development Costs		\$4,546,735	\$3,927,061	\$0	\$619,674
Not Funded					
2032	T-hangar taxilanes	\$30,000			
2032	Shop hangar (100'x100')	\$270,000			
2032	9-place t-hangar	\$315,000			
Not Funded Subtotal					

Potential Federal Funds Available Non-Primary Entitlement

Airport: **Crete Municipal Airport**
Crete, Nebraska

Federal Fiscal Year	Entitlement Funds
2019	\$0
2020	\$0
2021	\$0
2022	\$150,000

Potential Funds Available in 2022: **\$150,000**

Note:

- All entitlement funds are subject to appropriation by Congress.
- Any remaining FY2019 funds will expire on Sept. 30,2022, the end of the federal fiscal year.

Airport Officials List

Updated: 12/13/2018



Crete Municipal Airport

Crete

Airport Sponsor

PO BOX 86
CRETE, NE 68333-0086

Crete Airport Authority

	<i>Name</i>	<i>Phone</i>	<i>Email</i>
OFFICIAL CONTACT:	Blaine Spanjer	402-826-5188	blainspanjer@windstream.net
FINANCIAL CONTACT:	Jerry Wilcox	402-826-4313	jerry.wilcox@crete.ne.gov
ATTORNEY:	Kyle Manley	402-826-4313	kyle.manley@crete.ne.gov
AIRPORT MANAGER:	Shaun Krzycki	402-310-6124	shaun@eascek.com
MEETING DATE AND TIME:	2ND THURSDAY, 8:15AM		

Airport Authority Members:

Chair	Blaine Spanjer	402-826-5188	blainspanjer@windstream.net
Vice Chair	Howard Nitzel	402-432-2368	[Redacted]
Secretary	Dan Papik	402-641-8229	[Redacted]
Member	Kirk Keller	402-641-6350	[Redacted]
Member	Zoraida Ramos	402-826-4312	[Redacted]

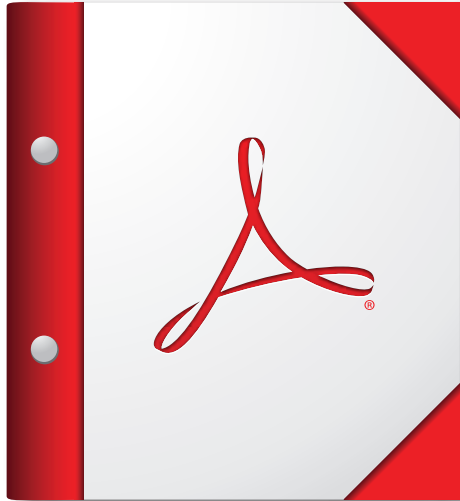
Please make corrections, sign and return this form to:

Aeronautics Division
3431 Aviation Road Ste. 150
Lincoln, NE 68524-1800
OFFICE: 402-471-2371
FAX: 402-471-2906

Completed by:

Signature

Date

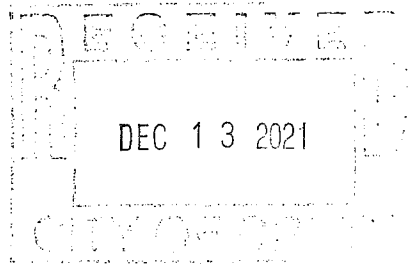


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Crete Fuel, LLC
Flowage Tracker - 2021

	100LL	Jet-A	MoGAS	Total Gallons	Flowage Fee
Jan	505.4	1,626.9	43.0	2,175.3	\$174.02
Feb	791.6	2,080.0	20.7	2,892.3	\$231.38
Mar	900.3	2,068.3	30.5	2,999.1	\$239.93
Apr	1,514.8	1,960.7	25.9	3,501.4	\$280.11
May	1,474.9	2,433.0	34.6	3,942.5	\$315.40
Jun	2,393.4	2,390.8	68.5	4,852.7	\$388.22
Jul	2,171.2	3,045.1	303.5	5,519.8	\$441.58
Aug	3,452.2	3,390.9	52.2	6,895.3	\$551.62
Sep	2,546.5	3,404.6	0.0	5,951.1	\$476.09
Oct	2,086.4	3,151.5	0.0	5,237.9	\$419.03
Nov	1,494.5	2,444.5	0.0	3,939.0	\$315.12
Dec					
	19,331.2	27,996.3	578.9	47,906.4	\$3,832.51



CRETE AIRPORT AUTHORITY

ANNUAL CALENDAR

MAY - REVIEW FARM LEASES

- RATES
- AREAS
- TERMS
- INSURANCE CERTIFICATE

JUNE - DEVELOP BUDGET

JULY - SET LEVY RATE REQUEST FOR CITY COUNCIL

OCTOBER - REVIEW MANAGER & FBO AGREEMENT

- RATE
- DUTIES
- TERM
- INSURANCE CERTIFICATE

DECEMBER - REVIEW CAPITAL IMPROVEMENT PLAN

- ADDITIONS
- CHANGES

JANUARY – ELECTION OF OFFICERS

JANUARY - REVIEW HANGAR LEASES

- END UNITS
- BOX UNITS
- RATES
- USES
- INSURANCE CERTIFICATES

FEBRUARY – REVIEW ANNUAL AUDIT

FEBRUARY – INSURANCE RENEWAL

FEBRUARY - REVIEW AIRPORT RULES AND REGULATIONS

- HANGAR POLICY
- FAA CIRCULARS
- LOCAL TERMS

MARCH - REVIEW FUEL

- RATES
- PROCEDURES

APRIL - REVIEW GENERAL OPERATIONS

2022 NEBRASKA AVIATION SYMPOSIUM & AVIATION MAINTENANCE/IA RENEWAL

JANUARY 26-29 - CROWNE PLAZA - KEARNEY, NE

Online Registration at nebraskaaviationcouncil.org

Name _____ Title _____

Company _____

Address _____ City _____ State _____ Zip _____

Daytime Phone () _____ Email _____

Dietary Restrictions _____

REGISTRATION OPTIONS

	BEFORE JAN. 10	AFTER JAN. 10	QTY	TOTAL
Exhibit Booth (2 Days) Includes 1 person, 8' X 10' space; electricity <input type="checkbox"/> Will need electricity Check days attending: <input type="checkbox"/> Wed./Thurs. OR <input type="checkbox"/> Fri./Sat.	\$450.00 (Includes Corporate Dues)	\$500.00 (Includes Corporate Dues)	_____	\$ _____
Exhibit Booth (4 Days) Includes 1 person, 8' X 10' space; electricity <input type="checkbox"/> Will need electricity	\$550.00 (Includes Corporate Dues)	\$600.00 (Includes Corporate Dues)	_____	\$ _____
Aviation Symposium Breakfast, Lunch, and Banquet for 1 person Thursday, January 27	\$115.00	\$135.00	_____	\$ _____
Thursday Guest Banquet Ticket	\$40.00	\$40.00	_____	\$ _____
Aviation Maintenance Seminar Breakfast, Lunch, and Banquet for 1 person on Friday, January 28	\$115.00	\$135.00	_____	\$ _____
Friday Guest Banquet Ticket	\$40.00	\$40.00	_____	\$ _____
Symposium & Maintenance Seminar Includes meals as stated above for 1 person. (Jan. 26-29)	\$200.00	\$220.00	_____	\$ _____
Gold Sponsor Level - recognition on materials	\$300.00	\$300.00	_____	\$ _____
Silver Sponsor Level - recognition on materials	\$150.00	\$150.00	_____	\$ _____
Corporate Dues - included with Exhibit Booth	\$50.00	\$50.00	_____	\$ _____

Interested in Donating a Door Prize: Yes No
Please bring your door prize to the registration desk upon arrival.

TOTAL \$ _____

Check the meals you plan on attending: Aviation Thursday Breakfast Thursday Lunch Thursday Banquet

Maintenance Friday Breakfast Friday Lunch Friday Banquet

Check your T-Shirt Size: Small Medium Large XL XXL XXXL No Shirt
Registration must be received by January 10 to receive a t-shirt.

CHECKS PAYABLE TO: Nebraska Aviation Council
PO Box 85223, Lincoln, NE 68501

Questions? Email wendy@o2-management.com or call (402) 414-4420

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AVIATION SYMPOSIUM

WEDNESDAY, JANUARY 26, 2022

1:00 p.m. - 7:00 p.m.	Registration Open
1:30 p.m. - 3:00 p.m.	Submitting Projects for Airspace Analysis/Using the OE/AAA Tool John Karrasch, Airspace Specialist-Airports Division, FAA Central Region
3:00 p.m. - 4:30 p.m.	Responsibility of Airport Managers, Authority Members & More Panel Discussion lead by Ann Richart, Director, NDOT - Aeronautics & Associates
3:00 p.m. - 5:00 p.m.	Exhibitor Set-Up
5:00 p.m. - 6:30 p.m.	Reception with Exhibitors
7:00 p.m. - 9:00 p.m.	Pilot Safety Meeting [Wings Credit Available] GA Accidents....Then, Now & the Effect of New Technology Mark Gaffney & Owen Grimm, NE FAA Team Basic Med Dr. Daniel Berry, FAA Regional Flight Surgeon

THURSDAY, JANUARY 27, 2022

7:00 a.m. - 11:00 a.m.	Registration Open
7:00 a.m. - 8:15 a.m.	Breakfast
8:30 a.m. - 9:30 a.m.	General Session Opening Remarks Mike Olson, Chair, NE Aviation Council Updates from NDOT John Selmer, Director & Ann Richart, Aeronautics Director Updates from FAA FAA Regional Administrator
9:30 a.m. - 10:00 a.m.	Break with Exhibitors
10:00 a.m. - 10:45 a.m.	Operation Torus / "Super Cell" Dr. Adam Houston, University of NE-Lincoln
10:45 a.m. - 11:45 a.m.	The Miracle at Kitty Hawk Darrell Collins, Retired Parks Service - Wright Brothers National Monument
11:45 a.m. - 1:00 p.m.	Lunch 2022 NE State Fly-In Updates Airport & Project of the Year Awards Presentation
1:15 p.m. - 2:00 p.m.	Nebraska Airport System Plan Scott LeCount, McFarland-Johnson, Inc. & Jon Large, NDOT-Aeronautics, Engineering
2:15 p.m. - 3:00 p.m.	Concurrent Sessions Durability Cracking vs Alkali-Silica Reactivity [ASR] in Concrete Pavement NDOT, Aeronautics Engineering Team Aircraft Insurance [Accidents not Reportable, Rising Payouts] John Worthing, Aero Guard Insurance
3:00 p.m. - 3:30 p.m.	Break with Exhibitors
3:30 p.m. - 4:30 p.m.	Nebraska Association of Airport Officials [NAAO] General Business Meeting Airports Division Updates Jim Johnson, FAA Central Region Legislative Updates Hiding in Plane Sight, How General Aviation Airport Hangars Create Wealth Tom Chandler, AOPA Regional Representative Basic Med Dr. Daniel Berry, FAA Regional Flight Surgeon
5:00 p.m. - 6:00 p.m.	Registration Open or Aviation Maintenance Seminar
5:00 p.m.	Social Hour with Exhibitors
6:00 p.m.	Banquet, Master Pilot Awards, Aviation Hall of Fame Presentations

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Cancellation Policy: A refund, less a \$25 administrative fee, will be given for all written requests postmarked by January 10, 2022. Requests received after that date will be reviewed by the NAC. In the unlikely event the 2022 conference is cancelled due to uncontrollable circumstances, your payment will be considered a donation to the NAC.

AVIATION MAINTENANCE / IA RENEWAL

FRIDAY, JANUARY 28, 2022	
7:00 - 10:00 a.m.	Registration Open
7:00 a.m. - 8:00 a.m.	Breakfast
8:00 - 11:55 a.m.	Aviation Maintenance/IA Renewal Seminar Technical Presentations
11:55 a.m. - 12:55 p.m.	Lunch
1:00 - 5:00 p.m.	Aviation Maintenance/IA Renewal Seminar Technical Presentations
5:30 p.m.	Social Hour with Exhibitors
6:30 p.m.	Aviation Maintenance/IA Renewal Seminar Banquet The Miracle at Kitty Hawk Darrell Collins, Retired Parks Service - Wright Brothers National Monument
SATURDAY, JANUARY 29, 2022	
7:00 a.m. 8:00 a.m.	Coffee and Rolls
8:00 a.m. - 12:00 p.m.	Aircraft Maintenance/IA Renewal Seminar - Technical Presentations
12:00 p.m.	Lunch On Your Own

See nebraskaaviationcouncil.org/maintenance-seminar/ for a current list of speakers. The maintenance seminar will be FAA approved for those wishing to renew their Inspection Authorization on the basis of FAR 65.93(a)(4). Persons interested must attend at least 8 hours of this seminar to be eligible for renewal of their certification.

Schedules are tentative and subject to change.

SPONSORSHIPS

\$300 GOLD LEVEL

\$150 SILVER LEVEL

All sponsors will be recognized throughout the conference and will appear in printed materials.

Payments can be made online at nebraskaaviationcouncil.org.



REGISTER ONLINE
NEBRASKAAVIATIONCOUNCIL.ORG

THE EARLY REGISTRATION
DEADLINE IS JANUARY 10, 2022

Free t-shirt included with early bird registration!

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NEBRASKA AVIATION SYMPOSIUM & AVIATION MAINTENANCE / IA RENEWAL SEMINAR

January 26-29 Crowne Plaza - Kearney



NEW LOCATION. NEW FACILITY.

HOTEL RESERVATIONS

Crowne Plaza - Kearney
707 W Talmadge Street
Kearney, Nebraska 68845
(308) 238-7700

Please contact Crowne Plaza directly to reserve a room and be sure to identify yourself as an NAC Symposium attendee to receive the group rate of \$109.95/standard room. **Reservations may be made beginning December 13** through the start of the conference.



CRETE AIRPORT AUTHORITY MEETING

November 17, 2021 at 8:15 AM
Crete City Hall, 243 East 13th Street

MINUTES

Notice of the meeting was given by posting, the appointed method for giving notice as shown by the attached notice, at the following locations:

City Hall, 243 East 13th Street
Post Office, 1242 Linden Avenue
City Bank and Trust, 1135 Main Avenue

Advance notice of the meeting was also given to committee members. Pursuant to Section 84-1412(8) of the Nebraska Open Meetings Act, the City has posted a current copy of the Open meetings Act, Laws of the State of Nebraska, in the back of the council chambers. All proceedings shown were taken while the meeting was open to the attendance of the public.

1. Open Meeting

2. Roll Call

Anthony Fitzgerald: Absent
Kirk Keller: Present
Howard Nitzel: Present
Greg Hier: Present
Blaine Spanjer: Present

Present: 4, Absent: 1.

3. Petitions - Communications - Citizen Concerns

4. Items of Business

4.A. Consider writing off bad debt.

Chairperson Blaine Spanjer went through the past due accounts and whether the payment would likely be collected or not. The discussion ended with the idea of having the City Attorney draw up a demand letter for a few of the accounts before writing them off, but to write off Rich Lucas now.

Approve writing off the bad debt of Rich Lucas. Carried with a motion by Howard Nitzel and a second by Kirk Keller.

Kirk Keller: Aye, Howard Nitzel: Aye, Greg Hier: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

4.B. Consider allowing Gana Construction to sublease a portion of Hangar #3.

Chairperson Spanjer informed everyone that Skydive Atlas asked Gana Construction about doing a sublease for Hangar #3. The details need to be finalized and a new lease drawn up, but they need authorization from the Airport Authority to do the sublease.

Approve allowing Gana Construction to sublease the office portion of Hangar #3. Carried with a motion by Kirk Keller and a second by Greg Hier.

Kirk Keller: Aye, Howard Nitzel: Aye, Greg Hier: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

4.C. Consider a quote from Snyder Diversified for concrete repair work.

The quote from Snyder was discussed, which included cost, timeline being dependent on the weather, and the square footage of concrete that would be repaired. ARPA money may be able to be used for the repairs. Chris Corr with Olsson reviewed the quote and approved.

Approve the quote from Snyder Diversified for concrete repair work. Carried with a motion by Howard Nitzel and a second by Kirk Keller.

Kirk Keller: Aye, Howard Nitzel: Aye, Greg Hier: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

5. Officers' Reports

5.A. Airport Manager Report

Chris Corr of Olsson spoke with NDA about sending the 2 progress estimates and paperwork for the fuel system. He also gave an update on the project.

5.B. Authority Chair and Member Reports

5.B.1. Discuss requirements for land lease to construct buildings on.

Chairperson Spanjer brought up the need for minimum standards for the building of hangars at the airport. Details were discussed, from lease length to the particulars such as the color of the hangar or whether or not to allow concrete or rock outside of the building. Chris Corr of Olsson talked with Jon Large of NDOT about getting something drawn up. He also brought a couple of examples to look through. It will include approved building materials, lease term and rates, and the rules and regulations of the airport.

5.B.2. Discuss development plans and grants.

There was discussion on the grants that would need to be repaid if the airport was changed to private for the housing development. The developer is working with Ann of NDOT and their lawyers to draw up a plan.

6. Consent Agenda

Approve consent agenda as presented. Carried with a motion by Howard Nitzel and a second by Kirk Keller.

Kirk Keller: Aye, Howard Nitzel: Aye, Greg Hier: Aye, Blaine Spanjer: Aye
Aye: 4, No: 0

6.A. Approve Meeting Minutes

6.B. Accept the City Treasurer's Report

6.C. Approve the Payment of Claims Against the Airport Authority

7. Adjournment

CITY OF CRETE
REVENUES WITH COMPARISON TO BUDGET
FOR THE 2 MONTHS ENDING NOVEMBER 30, 2021

AIRPORT

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>REVENUES</u>					
050-4001 PROPERTY TAX - BONDS	124.90	812.21	24,780.00	23,967.79	3.3
050-4002 HOMESTEAD ALLOCATION	.00	.00	1,000.00	1,000.00	.0
050-4007 MOTOR VEHICLE PRO-RATE	.00	9.47	50.00	40.53	18.9
050-4107 GS SALES	62.76	1,036.82	8,000.00	6,963.18	13.0
050-4215 PROPANE SALES	(17.73)	(17.74)	.00	17.74	.0
050-4809 LB 1091 FUNDS	.00	.00	800,000.00	800,000.00	.0
050-4904 MISCELLANEOUS INCOME	.00	.00	20,000.00	20,000.00	.0
050-4909 HANGAR RENT	2,380.00	24,988.13	80,000.00	55,011.87	31.2
050-4913 LEASE - LAND, BLDG., TOWER	419.03	1,245.12	18,000.00	16,754.88	6.9
TOTAL REVENUES	2,968.96	28,074.01	951,830.00	923,755.99	3.0
TOTAL FUND REVENUE	2,968.96	28,074.01	951,830.00	923,755.99	3.0
<u>{EXPENDITURES}</u>					
050-5220 TELEPHONE	122.02	244.42	1,400.00	1,155.58	17.5
050-5320 INFRASTRUCTURE PROJECTS	.00	.00	800,000.00	800,000.00	.0
050-5330 BUILDING & GROUNDS MAINT.	15,744.24	16,102.83	21,050.00	4,947.17	76.5
050-5390 PRINTING, PUBLICATIONS, LEGALS	10.64	846.28	500.00	(346.28)	169.3
050-5791 VEHICLE/EQUIPMENT REPAIRS	62.52	214.44	8,000.00	7,785.56	2.7
050-5800 VEHICLE/EQUIPMENT FUEL	.00	.00	2,000.00	2,000.00	.0
050-6020 MISC. SUPPLIES	.00	.00	600.00	600.00	.0
050-6199 MANAGER CONTRACT	3,333.34	6,666.68	50,000.00	43,333.32	13.3
050-7530 UTILITIES	1,107.05	2,477.31	20,000.00	17,522.69	12.4
050-8500 MISC. OPERATING	.00	.00	1,000.00	1,000.00	.0
050-9720 INSURANCE	.00	11,362.93	17,500.00	6,137.07	64.9
050-9860 PROFESSIONAL SERVICES	.00	.00	5,000.00	5,000.00	.0
050-9970 DEBT AMORTIZATION	.00	.00	24,000.00	24,000.00	.0
050-9971 BOND INTEREST	.00	.00	780.00	780.00	.0
TOTAL EXPENDITURES	20,379.81	37,914.89	951,830.00	913,915.11	4.0
TOTAL FUND EXPENDITURES	20,379.81	37,914.89	951,830.00	913,915.11	4.0
NET REVENUE OVER EXPENDITURES	(17,410.85)	(9,840.88)	.00	9,840.88	.0

Report Criteria:

Invoice Detail.GL account = "0500000"."0509999"

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
ALL ROADS BARRICADES INC (115)									
24833	1	Invoice	RUNWAY BARRICADES	11/30/2021	12/15/2021	178.00		00/00	050-5330
Total ALL ROADS BARRICADES INC (115):						178.00			
CITY REVENUE FUND (860)									
121321	1	Invoice	SALES TAX	12/13/2021	12/15/2021	10.28		00/00	050-4107
11 21	1	Invoice	WATER	12/01/2021	12/15/2021	23.77		00/00	050-7530
Total CITY REVENUE FUND (860):						34.05			
CRETE ACE HARDWARE (1060)									
13630	1	Invoice	HARWARE	11/12/2021	12/15/2021	67.48		00/00	050-5330
Total CRETE ACE HARDWARE (1060):						67.48			
CULLIGAN WATER SERVICE (1160)									
113021	1	Invoice	RO RENTAL	11/30/2021	12/15/2021	48.00		00/00	050-7530
Total CULLIGAN WATER SERVICE (1160):						48.00			
ELEVATE AIR SERVICE LLC (1525)									
11 21	1	Invoice	AIRPORT MANAGEMENT	12/01/2021	12/01/2021	3,333.34		12/21	050-6199
Total ELEVATE AIR SERVICE LLC (1525):						3,333.34			
GANA TRUCKING & EXCAVATING (1900)									
11 21	1	Invoice	REFUND ON HANGAR D9	11/19/2021	11/19/2021	750.00		11/21	050-4909
Total GANA TRUCKING & EXCAVATING (1900):						750.00			
HACKEL CONSTRUCTION INC (2070)									
3 31 0022 01	1	Invoice	NEW FUEL SYSTEM	10/14/2021	12/07/2021	123,799.54		12/21	050-1265
3 31 0022 01	1	Invoice	NEW FUEL SYSTEM	11/12/2021	12/07/2021	446,675.03		12/21	050-1265
Total HACKEL CONSTRUCTION INC (2070):						570,474.57			
NAPA AUTO PARTS (3345)									
45527	1	Invoice	FUEL PUMP	11/09/2021	12/15/2021	40.99		00/00	050-5791
Total NAPA AUTO PARTS (3345):						40.99			
NORRIS PUBLIC POWER DISTRICT (3685)									
11 21	1	Invoice	AIRPORT ELECTRICITY	12/01/2021	12/15/2021	1,017.06		00/00	050-7530
Total NORRIS PUBLIC POWER DISTRICT (3685):						1,017.06			
OLSSON (3775)									
3 31 0022 01	1	Invoice	NEW FUEL SYSTEM	10/29/2021	12/07/2021	10,044.96		12/21	050-1265
3 31 022 014	1	Invoice	NEW FUEL SYSTEM	10/26/2021	12/07/2021	10,235.01		12/21	050-1265
Total OLSSON (3775):						20,279.97			
ROEHR'S MACHINERY INC (4345)									
RO44829	1	Invoice	LOADER REPAIRS	11/24/2021	12/15/2021	282.50		00/00	050-5791

Invoice	Seq	Type	Description	Invoice Date	Due Date	Total Cost	PO Number	Period	GL Account
Total ROEHR'S MACHINERY INC (4345):						282.50			
SAPP BROS PETROLEUM (4505)									
IN3678216	1	Invoice	PROPANE	11/22/2021	12/15/2021	348.46		00/00	050-4215
IN3678216	2	Invoice	PROPANE	11/22/2021	12/15/2021	190.20		00/00	050-7530
Total SAPP BROS PETROLEUM (4505):						538.66			
SEWARD COUNTY INDEPENDENT (4590)									
140619	1	Invoice	MEETING NOTICE	11/24/2021	12/15/2021	11.45		00/00	050-5390
138465	1	Invoice	BUDGET NOTICE	09/08/2021	12/15/2021	78.00		00/00	050-5390
Total SEWARD COUNTY INDEPENDENT (4590):						89.45			
WINDSTREAM (5465)									
12 21	1	Invoice	PHONE-AIRPORT	12/03/2021	12/15/2021	122.43		00/00	050-5220
Total WINDSTREAM (5465):						122.43			
Grand Totals:						597,256.50			

Report GL Period Summary

GL Period	Amount
12/21	594,087.88
11/21	750.00
00/00	2,418.62
Grand Totals:	597,256.50

Vendor number hash: 49695
 Vendor number hash - split: 54200
 Total number of invoices: 18
 Total number of transactions: 19

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	597,256.50	.00	597,256.50
Grand Totals:	597,256.50	.00	597,256.50

Report Criteria:

Invoice Detail.GL account = "0500000"- "0509999"